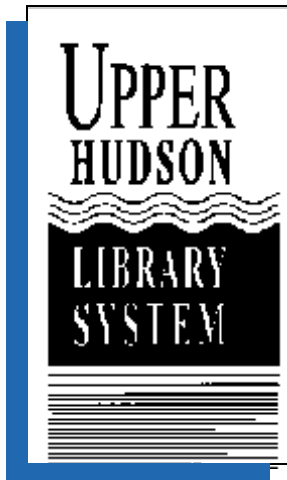


The Latest Edition



The Latest Edition is a regularly published newsletter for the public libraries in Albany and Rensselaer Counties.

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October 2003 Vol.13 No. 9

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PRACTICALLY POLITICAL

By Mary Fellows, UHLS Manager, Youth Services

Americans fear public speaking more than they fear death, say the pollsters. That's a pretty heavy-duty fear! To help us jelly-legged presenters counter that fear, some experts advise imagining the audience in their underwear. Talking to a group of people in their underwear will be so much less intimidating, they say, that we will relax and wax articulate, if not poetic.

Personally, I think speaking to a group of people sitting around in their boxer shorts and thongs would leave me struck dumb with horror and embarrassment. That's why I suggest an easier way for you to address your fear of legislators.

What fear of legislators? The same fear that most, if not all of us, feel the first fifty times we are asked to call or visit a legislator. The questions run through our minds: What do I say? What if I say something stupid? What if she asks me a question and I don't know the answer? What if he is rude to me? What if I stumble over my message and embarrass myself?

If you have asked yourself these questions, you are not alone. If you have never asked yourself these questions, then I'm guessing you have never challenged yourself to visit or call a legislator. It is a challenge that is, or should be, on your horizon. You are in a unique position to talk about why people need libraries – and those reasons are persuasive arguments for more money.

To help you develop confidence in talking with legislators, the NYLA Legislative Committee has scheduled a program called "A Day in the Life of a Legislator" at the upcoming conference in Saratoga Springs. Three New York State legislators will answer questions such as: what legislators do when the legislature is in session and when it isn't, why they chose to become legislators, and the most effective way for someone to bring an issue to their attention. The program is scheduled for Friday, November 7, 2003 from 3:30 - 4:45 PM.

The first step to overcoming fear is *understanding*. Please, put "A Day in the Life of a Legislator" on your NYLA schedule. For your personal and professional knowledge, this program is a must-see.

And I promise you – absolutely everyone will be wearing clothes.



HIGHLIGHTS OF THE September 2003 UHLS BOARD MEETING

- ? The Board adopted the amended 2003 Budget.
- ? A Public Hearing for the proposed 2004 Budget will be held on October 23, 2003 at 4:00 PM at UHLS.
- ? The 2nd Riverway Storytelling Festival will be held April 25 - May 1, 2004. The Board agreed to have UHLS participate in the Festival again.

MORE HELP FOR YOUR PATRONS

They're new, they're comprehensive, and they're challenging to every librarian who wants to help patrons use them effectively. Learn how to search all eight Gale databases to help you answer even the toughest reference question. At a free session on Thursday, October 30, 2003 from 9:00 AM – Noon at the East Greenbush Community Library, you'll get tips on Health Reference Center Academic, Business and Company Resource Center, Custom Newspapers and New York State Newspapers, National Newspaper Index, ¡Informel!, Junior Edition - K12, and Twayne's Author Series. This is a hands-on workshop, presented by Stacey Knibloe, Gale Senior Training Consultant. Space is limited, so register by sending an email to Rachel Baum at rachel@uhls.lib.ny.us.

Regional News

BUSINESS RESOURCES PROGRAM

The Capital District Business Librarians will hold a *Getting Business for Your Business Resources and Services* workshop and breakfast meeting on Monday, October 6, 2003 from 8:00 - 10:00 AM in the West Room of Serra Hall at Siena College. Join them for a presentation by University at Albany librarians Carol Anne Germain and Jane Kessler, who will offer effective strategies to maximize the use of your business collection and expertise. There is a \$10 registration fee for this program, which includes a buffet breakfast. For more information or to register, contact Pat Markley at 783-4196; markley@siena.edu.

TOTALLY VIRTUAL LIBRARY SERVICES

The Capital District Library Council Coordinated Collection Development Committee and Continuing Education Committee are sponsoring *Totally Virtual: Libraries, Librarians, and Information from a Distance*, a program to be held on Monday, October 20, 2003 from 12 Noon – 4:00 PM in the Van Curler Room of the Schenectady County Community College. Speakers include online resources specialists from Empire State College, and virtual library services specialists from the Entrepreneurial Library Program partnership between Johns Hopkins University and Excelsior College. The cost is \$17.00 per person, which includes lunch and coffee breaks. For more information or to register, contact Sue Rahn at sue@cdlc.org.

THE GREAT SAFE PLACE

Learn how to maintain a library that is secure for employees, patrons and the library's assets in this all-day workshop on Friday, November 14, 2003 from 9:30 AM – 3:30 PM. The program will be held at the Holiday Inn-Executive Tower in Ithaca, NY and will cover workplace bullies, typical patron problems, preventing violence, physical plant hot spots, and building team responses. Cost of the program is \$80 and includes lunch and coffee breaks. For more information and to register, email kjackson@lakenet.org.

PERSONNEL POLICY DEVELOPMENT

The Council of Community Services of New York State will present a workshop on how a non-profit organization can develop strong personnel policies. The program will be held Tuesday, November 18, 2003 from 9:00

AM – Noon at the Council offices at 272 Broadway in Albany. Special attention will be paid to New York State law and federal statutes, including the Family Medical Leave Act and the Americans With Disabilities Act. Issues associated with sexual harassment, probation periods, and discipline will also be discussed. For more information, call Valerie Venezia at 800-515-5012 x. 121.

COMING SOON . . . 2-1-1

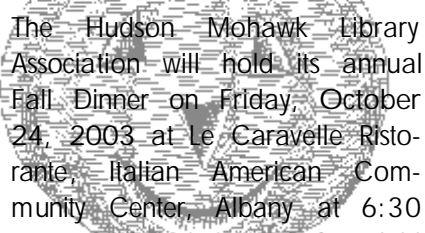
Members of the 2-1-1 New York Collaborative have been working to establish the 2-1-1 free dialing code for Health and Human Services Information and Referral in New York State. Callers will contact regional centers and speak with certified Information and Referral specialists who will guide them to local services. A list of the 2-1-1 New York Collaborative regional and local contacts can be found at <http://www.nysl.nysed.gov/libdev/outreach/211nys.htm>. For more information on 2-1-1 statewide and nationally, visit <http://www.211ny.org> and <http://www.211.org>.

NOVEL LIBRARIES

The State Education Department has identified all of the UHLS member libraries as 'NOVEL-ready' Electronic Doorway Libraries. NOVEL is the New York Online Virtual Electronic Library. This distinction means that the libraries provide access to the Internet and electronic collections, and have been presented with certificates of recognition. NOVEL

collections include the Gale Group databases and EBSCO MasterFILE Select. Funding for NOVEL is one component of New Century Libraries, a \$107 million initiative of the Board of Regents to provide more state funding for all types of libraries. For information visit, www.ncl.nysed.gov.

HMLA FALL DINNER PROGRAM



The Hudson Mohawk Library Association will hold its annual Fall Dinner on Friday, October 24, 2003 at Le Caravelle Restaurant, Italian American Community Center, Albany at 6:30 PM. Local author Paul Grondahl will speak about his work, including his soon-to-be-published Theodore Roosevelt: The Making of a President. Cost for the dinner is \$22.00. For more information or to make a reservation, call Richard Naylor at 458-9274.

National News

NATIONAL BOOK FESTIVAL

The 2003 National Book Festival, sponsored by the Library of Congress and hosted by Laura Bush, will take place on Saturday, October 4, 2003. The Festival is a celebration of books and the joy of reading featuring more than 80 award-winning and nationally known authors, illustrators, poets, and storytellers on the National Mall in Washington, D.C. For ideas on how your library can celebrate, visit the website at <http://www.loc.gov/bookfest/>.

ARCHIVES WEEK

Archives Week, on October 12 - 18, 2003, celebrates New York's diverse history and raises public awareness of archival resources. Since 1989, the Archivists Round Table has celebrated New York Archives Week every October with a Family History Fair and an awards ceremony honoring Innovative Use of Archives, Outstanding Support of Archives, and Archival Achievement. For more information, visit <http://www.nycarchivists.org/aweek.html>.

FILTERING REPORT

The National Telecommunications & Information Administration released a report evaluating the effectiveness of technology protection measures (filters), and safety policies used by educational institutions. The study can be found on www.ntia.doc.gov.

ERATE SURVEY RESULTS

A recent survey has determined that some public libraries are being denied erate funds, and that a large percentage of libraries have chosen to filter Internet access. According to the study by Bertot and McClure (*Public Libraries and the Internet 2002: Internet Connectivity and Networked Services*), in 1999, 13% of the total erate requests were denied. In 2000, 28% were denied, in 2001, 33% were denied, and in 2002, 18% were denied. In 2002, over 41% of the libraries surveyed indicated that they have installed Internet blocking of objectionable material

HR@THE LIBRARY

The information provided in this column is for informational purposes only and does not constitute an endorsement by Upper Hudson Library System.

THE TOP 10 EMPLOYEE SELECTION MISTAKES

(Adapted from an article by Lee J. Colan, *BLR HR e-lett* 9/8/03)

Selecting the right people is key to supporting your library's objectives. The Saratoga Institute estimates that the average cost of turnover is approximately 40% of annual salary. Although there are many things managers can do to reduce turnover, hiring the right employee can help you save money, time, and aggravation. Here are the ten most common selection mistakes to avoid.

10. Using only a "gut feel" approach. Experience and intuition are important but so are more reliable and valid ways to collect data, such as testing, simulations, and work samples.
9. Don't know what you are looking for. It is hard to find "it" when you don't know what you are looking for.
8. Go with the flow. Most interviewers do not take control of the interview. Remember that you, not the candidate, set the process, timing, roles, pace, and questions.
7. Talk 80% and listen 20%. The reverse should be true. If you are not doing this, then you are selling the job too much or simply being an ineffective interviewer.
6. Take candidates at their word. Do not settle for vague general responses just because you want to be polite. Probe for specific examples and situations in which the candidate has demonstrated the skills you are looking for.
5. Give in to work and market pressures. The vast majority of managers hire too quickly and fire too slowly. Use the 3x3x3 Rule: Three employees interview three candidates three different times.
4. Sell the job. Managers want to sell the candidate on their library. The effective, long-term objective is to look for a good "fit" for the job and the library.
3. Be oblivious to the legal Do's and Don'ts. This may not prevent you from making the right selection decision, but it sure will increase the library's liabilities. Know the law, train employees, and enforce the law in your selection processes.
2. Ask questions that are not purposeful. This comes down to lack of preparation. Identify the skills you want, prioritize them, then prepare questions and appropriate follow-up questions to extract the necessary information from the candidate.
1. Listen only to the candidate's words. About 93% of all communication is nonverbal, so being attuned to the multitude of nonverbal cues (eye contact, posture, facial expressions and gestures) provides an interviewer with much richer information about the candidate. Also consider intonation, pacing of speech, energy level, and self-confidence.

on some or all workstations. Nearly 30% of the libraries intend to apply for erate discounts in spite of CIPA requirements, 18.9% will not apply, and over 51% are unsure. To view the entire study, visit www.ii.fsu.edu/projects/2003/ala/Erate.Aug08.03.PDF.

Grants & Funding

STATE CONSTRUCTION GRANTS

The instructions and forms to apply for a FY2003-2004 State Aid for Public Library Construction grant can be found at www.nysl.nysed.gov/libdev/construc/grants.htm. The minimum grant

request is \$2,500, which means that projects must total \$5,000 or more to be considered. The deadline to submit applications to UHLS is October 17, 2003. If you need assistance with this grant application, contact Phil Ritter at 437-9880 x 222.

WE THE PEOPLE GRANTS

The American Library Association (ALA) Public Programs Office and the National Endowment for the Humanities (NEH) are accepting applications from public and school (K-12) libraries for the We The People Bookshelf grants. This project will award the 15 Bookshelf books for young readers to up to 500 libraries across the country. Selected libraries are required to present programs that highlight the theme of courage. The application and guidelines are posted on www.wethepeople.gov. There are two deadlines: October 22, 2003 for Round One and February 15, 2004 for Round Two.

MOVERS AND SHAKERS

Library Journal is accepting nominations for its 2nd annual list of librarians making a difference in the profession. The deadline for nominations is October 31, 2003. The names will be published in an annual supplement to *Library Journal* celebrating more than 50 of the most innovative librarians working in libraries across the U.S. and Canada. Send nominations to: Chrissie Anderson Peters, Reference Librarian, Wayne G. Basler Library, Northeast State Technical Community College, P.O. Box 246, Blountville, TN 37617; CAPETERS@NortheastState.edu; 423-354-2463.

NEH CHALLENGE GRANTS

The National Endowment for the Humanities (NEH) challenge grants help institutions improve their humanities programs and resources. Due to the matching requirements, the NEH awards encourage nonfederal sources of support. The deadline for applications is November 3, 2003. For more information, visit www.neh.gov/grants/guidelines/challenge.html.

HALL OF SHAME

The Hall of Shame at <http://www.powerlink.net/wyvern/shame.htm> is a collaborative list of new books purchased by public, school and academic libraries that have fallen apart upon release into circulation. For example, *The Crush* by Sandra Brown and *Protect and Defend* by Richard North Patterson are cited by numerous libraries as having defective construction.

GRANT MYTHS ARE JUST THAT (Continued)

Adapted from "Debunking Some Myths About Grant Writing" by Kenneth T. Henson. *Chronicle of Higher Education*, June 26, 2003.

In the September issue of *The Latest Edition*, "Grant Myths are Just That" described some of the common misunderstandings about the current grant-writing scene. Here are some tips to help you write the most effective grant proposal, and get those grant

dollars.

- ? Tip 1: Make sure that your proposal contains all of the essential parts. Each proposal should include a transmittal letter, a title page, an abstract, a table of contents, a list of objectives, a timetable, a budget, and a plan for evaluating your program.
- ? Tip 2: Clarity is everything. The best style is straightforward and simple. Avoid unnecessary jargon, long paragraphs, long sentences, and unfamiliar words.
- ? Tip 3: Mention unique qualities. Because they receive so many applications, program evaluators often face the dilemma of having to choose from among several excellent proposals. This gives an advantage to any proposal that has a unique (and memorable) feature.
- ? Tip 4: Talk the talk, then walk the walk. Use trendy language only if you can show how your proposals will live up to the promises suggested by that language.
- ? Tip 5: Remain flexible. Grant agencies seldom award the full budget without asking for a few adjustments in the proposal. A healthy outlook on this is, "If I was creative enough to produce something that a foundation wishes to support, I am creative enough to find ways to meet both its goals and mine."
- ? Tip 6: Take steps to make sure your grant gets renewed. Collect evidence attesting to the quality of the job you have done, such as

letters written on official letterhead thanking you for the outstanding job you did.

One final piece of advice: search for a grant agency that supports needs that are similar to yours and then carefully craft a proposal that assures the evaluators you will meet the organization's goals. Realize that in grant writing, rejection is an essential step to success. Take a deep breath and rewrite your proposal, making it irresistible to the next evaluators.

LITA/BRETT BUTLER AWARD

The \$5,000 LITA/Brett Butler Entrepreneurship Award, sponsored by the Gale Group, recognizes a library that provides an innovative product(s) or service designed to meet the needs of the library world through the practical application of information technology. Applications are due December 1, 2003. For more information, visit www.ala.org/lita.

YOUNG ADULT GRANTS

Two grants of \$1,000 each, funded by Baker & Taylor and sponsored by the Young Adult Library Services Association (YALSA), will be awarded to librarians who work with young adults in a public or school library. The grants will fund the librarian's first-time attendance at the YALSA conference. Information is available at www.ala.org/yalsa. The deadline is December 1, 2003.

DOCUMENTARY HERITAGE GRANTS

This program was established to identify and administer New York's historical records. Funding is available for strategic planning projects, arrangement and description of historical records, and surveying the records of under-documented populations or activities. Priority topics are education, especially educational policy, and the impact of the World Trade Center attacks. The application deadline is December 1, 2003. Visit http://www.archives.nysed.gov/a/grantsawards/ga_dhp.shtm for information.

Worth Noting

Bethlehem Public Library's renovation project is expected to get underway the first week in October. The library will be open for business, although some collections may be temporarily inaccessible to the public. Staff will be on hand to retrieve items and guide patrons through temporary service and materials relocations.

Guilderland Public Library has received a Parent and Child Library Services Grant award for *Reading Connections @ The Guilderland Public Library: Linking Parents and Teens*. The Guilderland young adult librarian and Farnsworth Middle School librarians will facilitate teen and parent book discussion groups. The Library also received a New York State Public Library Construction grant in 2003.

During the first 3 weeks in October, all films at the Crossgates Cinema 18 will start with a slide show featuring library service for teens in the Capital District. This was part of the promotion that won the Demco Creative Merchandising Grant for the Guilderland Public Library. However, rather than just feature the Guilderland Public Library, the teen services of Albany Public Library, Bethlehem Public Library, Wm. K. Sanford Town Library and East Greenbush Community Library will be shown as well. This is an effort to attract teens to their community library and the great services and materials it has to offer.

RCS Community Library has received a Parent and Child Library Services Grant award for *Romp and Read, An Outreach Project to Families with Young Children*. A traveling librarian will present story times at outreach locations throughout the service area focusing on low-income families. Book collections will be available at each site for circulation and special programs will be offered during Children's Book Week and National Library Week.

People

Bethlehem Public Library welcomes Adam Charbonneau, to the computer/media services staff as a part-time TV-18 studio assistant. Elizabeth Nagel joined the youth services staff as full-time librarian. The staff said goodbye to Erin Yerdon and

Amanda Tombari, part-time library assistants for circulation/technical services.

Lori Nunziato has begun work at the RCS Community Library as the Community Assistant for the *Romp and Read* early childhood/family literacy outreach project funded through a Parent and Child Library Services grant. Liz Lane has joined the Board of Trustees as a one-year appointee.

Geneva McGlaufflin, Head of Interlibrary Loan at the Troy Public Library, marked her 25th anniversary at the Library on September 11th.

Anne Stutzman has been appointed part-time librarian at the William K. Sanford Town Library. Anne will be involved in interlibrary loan activities as well as helping to staff the Information desk.

Professional Collection

Call UHLS to request one of these new acquisitions, or request them via the online catalog.

The Nonprofit Board's Guide to Bylaws: Creating a Framework for Effective Governance by D. Benson Tesdahl. BoardSource, 2003. This book will help clarify the relationship between bylaws and state laws, the roles of board members and directors, and what should and should not be included in library bylaws. Includes a disk of sample bylaws. PROF 346.73 TES

Planned Giving: A Board Member's Perspective by Grant Thornton. BoardSource, 2003. How to establish long-term financial objectives, identify and educate prospective donors, and create customized appeals. PROF 658.18 PLA

Stepping Up to Supervisor by Marion E. Haynes. Crisp Learning, 1991. Learn the personal, interpersonal, technical, and administrative skills necessary to become a successful supervisor. This book covers planning, dealing with conflict, time management, training, delegating, performance reviews, discipline, working with groups, conducting meetings, and more. PROF 658.302 HAY

The Story Factor: Inspiration, Influence, and Persuasion Through the Art of Storytelling by Annette Simmons. Perseus, 2001. Showcases over 100 examples of effective storytelling "drawn from the frontlines of business and government, as well as myths, fables, and parables from around the world." PROF 808.543 SIM

Teaching Technology by D. Scott Brandt. Neal-Schuman, 2002. Innovative educational concepts and techniques to help librarians create technology learning courses, sessions, workshops, and modules. Includes sample exercises, evaluations, checklists, and other useful documents. PROF 607.1 BRA

Using Microsoft Access XP by E. Sonny Butler and Timothy R. Napier. Neal-Schuman, 2002. A library-specific guide to developing applications for retrieving and organizing information. Includes examples for designing databases, adding entries, enhancing structure, preparing reports, querying the database, and printing results. PROF 005.75 BUT

The Visible Librarian: Asserting Your Value with Marketing and Advocacy by Judith A. Siess. ALA, 2003. Practical strategies to connect with customers and make services both visible and valuable to the community – providing answers, growing a funding base, accessing resources, and being recognized as a value provider. PROF 021.7 SIE



Library Programs

ALBANY MAIN:

A COMMUNITY OF WRITERS – Sponsored by Albany Public Library and Hudson Valley Writers Guild, this reading by local authors will be held Thursday, October 23, 2003 from 7:00 - 9:00 PM in the Auditorium. The reading will feature Mars Hill, author of the novel The Moaner's Bench, local poet Moses Kash III, and Karin Maag-Tanchak, a featured poet at local poetry venues. The event host is Dan Wilcox, local poet and host of the Third Thursday Open Mic at Changing Spaces Gallery. This free program is made possible by grants from the Albany-Schenectady League of Arts and the City of Albany.

SLAMMIN' @ YOUR LIBRARY! – Come in and celebrate Teen Read Week, October 19-25, 2003. Bring poetry you have written to the Young Poets' Coffee House in the small auditorium, and be prepared to deliver your masterpiece in under three minutes. Top poet will win a prize. Sunday, October 19, 2003 at 2:00 PM.

DELAWARE:

SAHAJ MARG MEDITATION – Workshop on Mind and Meditation. Mondays, October 6, 13, & 20 at 6:15 PM.

COOPERATIVE EXTENSION PROGRAMS – Consumer Scams and Frauds on Tuesday, October 7, 2003 at 6:00 PM. Lifestyles for Healthy Families on Tuesday,

October 14, 2003 at 6:00 PM. Taking Control of Your Fitness on Tuesday, October 21, 2003 at 6:00 PM. Elements of Wellness on Tuesday, October 28, 2003 at 6:00 PM. Call 463-0254 to register.

HOWE:

HANDIVAN WORKSHOP: Home Maintenance and Codes,

presented by Cornell Cooperative Extension. Tuesday, October 7, 2003 at 6:00 PM.

PINE HILLS:

WHAT WHITE SUPREMACISTS TELL US ABOUT SOCIETY – Presented by Professor Marcia E. Sutherland, University at Albany Department of Psychology. This program is part of the *Who Hates and What to Do About It* series, sponsored by the Upper Hudson Library System and supported by a grant from the New York Council for the Humanities. Monday, October 20, 2003 at 6:00 PM.

GANGS: HATE BY THE NUMBERS

– Presented by Professor Louis Kontos, Long Island University. This program is part of the *Who Hates and What to Do About It* series, sponsored by the Upper Hudson Library System and supported by a grant from the New York Council for the Humanities. Monday, October 27, 2003 at 6:00 PM.

HANDIVAN WORKSHOP: Weatherization, presented by

Cornell Cooperative Extension. Monday, October 6, 2003 at 6:00 PM.

BRUNSWICK:

INTRODUCTION TO THE INTERNET – Saturday, October 4, 2003 at Brittonkill Central Schools.

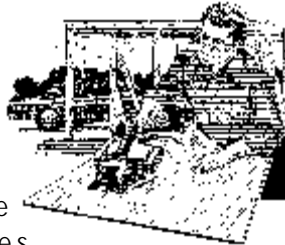
INTRODUCTION TO THE COMPUTER & WORD PROCESSING – Saturday, October 18, 2003 at the Brittonkill Central School.

EAST GREENBUSH:

HOME HEALTH CARE OPTIONS – As an elderly adult or caregiver, are you wondering what services are available for senior citizens to stay in their homes as long as possible? Amy Stahlman of All Metro Health Care Services in Albany will describe the many levels of services available from assisted living to living with assistance in your own home. Thursday, October 9, 2003 at 2:00 PM.

CANDIDATES NIGHT – Following the September primaries, candidates for Town Supervisor and Town Council will participate in a discussion of the issues, moderated by the League of Women Voters. Thursday, October 16, 2003 at 7:00 PM.

THE ENDLESS WAR: TERRORISM HERE AND ABROAD – Presented by Professor Stephen Gottlieb of Albany Law School. Professor Gottlieb serves on the Board of the New York Civil Liberties Union,

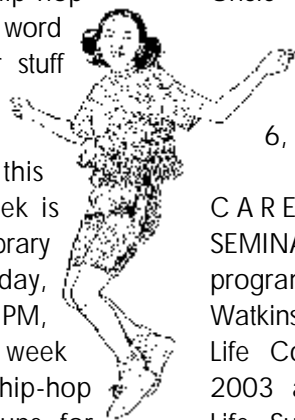


and is widely known for his work on the Supreme Court, constitutional theory and election campaign law. This program is part of the *Who Hates and What to Do About It* series, sponsored by the Upper Hudson Library System and supported by a grant from the New York Council for the Humanities. Sunday, October 26, 2003 at 2:00 PM.

GUILDERLAND:

CULTURAL ENCOUNTERS IN THE NEW NETHERLANDS - Scott Manning Stevens, assistant professor of English at SUNY Buffalo, will present a lecture on the cultural impact of Dutch and Native American encounters on the 17th-century colony of New Netherlands, a wonderful tie-in with the Town of Guilderland's Bicentennial Celebration. The Library was selected as a site for a lecture from the *Speakers in the Humanities* series, funded by the New York Council for the Humanities. October 4, 2003 at 1:00 PM.

SLAMMIN' @ YOUR LIBRARY - Attention all poets, hip-hop artists, and spoken word performers! Get your stuff polished so that it's gleaming and listen up - the theme for this year's Teen Read Week is Slammin' @ Your Library (Oct. 19-25). On Friday, October 24 at 7:30 PM, we will wrap up the week with poems and hip-hop performances. Sign ups for participants begin Monday September 29th. Refreshments will be served.



HALLOWEEN FUN AT THE GUILDERLAND PUBLIC LIBRARY - Get a chance to try out your Halloween costume, hear some spooky stories, and have a great time. Preschoolers are invited to a Halloween Story Time and school age children can attend a party featuring games, face painting and more. Monday, October 27, 2003 at 6:30 PM.

TROY:

EAT SMART NEW YORK - This is a free 8-part program promoting healthy lifestyles and financial fitness, provided through the Cornell Cooperative Extension of Rensselaer County. Nutrition and Chronic Disease Prevention on October 1, 2003 at 6:15 PM; Low Fat on October 8, 2003 at 6:15 PM; Healthy Meals in a Flash on October 15, 2003 at 6:15 PM; Whole Grains and Fiber on October 22, 2003 at 6:15 PM; Zap it! Cooking With Your Microwave on October 29, 2003 at 6:15 PM.

UNCLE SAM: AN AMERICAN ICON - Learn about Troy's own Uncle Sam through lecture and video, part of New York State National Archives Week. Monday, October 6, 2003 at 6:15 PM.

CAREER COUNSELING SEMINARS - A series of free programs conducted by Anna Watkins, Professional Career and Life Counselor. On October 8, 2003 at 8:00 AM, Career and Life Success Team: A Class for Winners! On October 21, 2003 at 6:15 PM, Resume/Cover Letter Writing Workshop. Call 274-7071 to register for each session.

VOORHEESVILLE:

A MUSICAL JOURNEY THROUGH THE USA - Climb aboard for an imaginary trip with Quency Rene and Diane Geddes, the dynamic duo known as Alotta Sound, performing songs appropriate to the sights outside of a magic bus window. Sunday, October 19, 2003 at 2:00 PM.



"Alotta Sound"

SHAKING THE SAND OUT: POEMS OF MOTHERHOOD - A reading by author Susan Riback. One of the Thursday Night Poets will read from her newly published book of poems. Monday, October 20, 2003 at 7:00 PM.

LIFELINES - If you have ever considered writing something - an anecdote about your toddler, a coming-of-age tale about your teen, a character sketch of your boss - don't keep putting it off. It's fun and it's valuable to capture your life "lines" on paper. This prose-writing group offers suggestions and support. Come to the first meeting with an essay, a 3 - 4 page story or short writing sample to share. Every 1st Monday at 7:00 PM beginning October 6, 2003.

WILLIAM K. SANFORD:

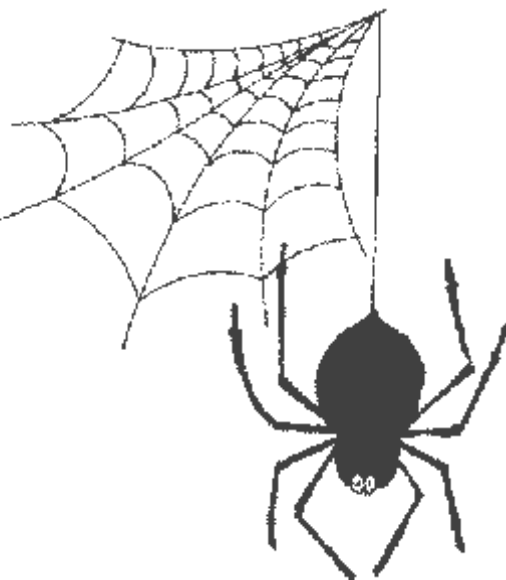
OPERA OVER EASY - The newest installment of the series begins in October with two sessions of the same program offered each week. Session 1: Fridays, October 3, 17, 24 and November 7, from 9:00 AM-Noon, and Thursday, October 30, from Noon-3:00 PM. Session 2: Sundays, October 5, 19, 26, November 2, from 2:00-5:00 PM, and Saturday, November 8, from 9:00 AM-Noon. Reservations are required. Call the Information desk at 458-9274 to register.

INTRODUCTION TO THE INTERNET - This class is designed for those who have little or no experience with the Internet and the World Wide Web, but who are basically competent with the computer mouse, keyboard and Windows. Learn Internet terminology and how to access the Internet from home, work, and at the library. Reservations are required. Call Zina Shevchik or Peggy Mello at 458-9274. Thursday, October 2, 2003 at 7:00 PM.

INTERMEDIATE INTERNET: USING SEARCH ENGINES - Learn the best methods of searching the Internet. We will explore the search engines and directories available for your information quest. **WARNING:** This is not an Introduction to the Internet. We ask that you have already spent time online and have a modest understanding of Internet as well as competency with the computer. Reservations are required. Call Zina Shevchik or Peggy Mello at 458-9274. Thursday, October 23, 2003 at 7:00 PM.

Calendar

OCTOBER	<i>NEW YORK STATE HUMANITIES MONTH</i>
1	Adult Services Advisory Council 10:30 AM at UHLS
2	Censusphobia Workshop 9:00 AM at EGRN
2	UHLS Selection Committee 9:00AM at UHLS
2	UHLS Management Team 3:00 PM at UHLS
3	Directors Association 9:00 AM at UHLS
6	Administration Committee 4:00 PM at UHLS
7	UHLS Selection Committee 9:00 AM at UHLS
8	Services Committee 3:30 PM at UHLS
8	Finance Committee 4:00 PM at UHLS
8	Board of Trustees 4:30 PM at UHLS
9	UHLS Selection Committee 9:00 AM at UHLS
14	UHLS Selection Committee 9:00 AM at UHLS
15	Deadline for November issue of <u>The Latest Edition</u>
17	Youth Services Advisory Council 9:00 AM at UHLS
18-25	Teen Read Week "Slammin' @ Your Library"
23	2004 UHLS Budget Public Hearing 4:00 PM at UHLS
28	Automated Services Committee 9:00 AM at UHLS
30	Gale Online Database training workshop 9:00 AM at EGRN



NOVEMBER

- 5 - 8 New York Library Association Annual Conference in Saratoga Springs
10 Administration Committee 4:00 PM at UHLS
12 Services Committee 3:30 PM at UHLS
12 Finance Committee 4:00 PM at UHLS
12 Board of Trustees 4:30 PM at UHLS
13 Youth Services Advisory Council 9:00 AM at UHLS
14 Directors Association 9:00 AM at UHLS - *NOTE DATE CHANGE ?*
17 Deadline for December issue of The Latest Edition
20 Adult Services Advisory Council 9:30 AM at VOOR
25 Automated Services Committee 9:00 AM at UHLS
27 THANKSGIVING - UHLS CLOSED

DECEMBER

- 5 Directors Association 9:00 AM at UHLS
8 Administration Committee 4:00 PM at UHLS
10 Services Committee 3:30 PM at UHLS
10 Finance Committee 4:00 PM at UHLS
10 Board of Trustees 4:30 PM at UHLS
18 Customer Service workshop 9:00 AM - 12:00 PM at UHLS
19 Youth Services Advisory Council 8:00 AM- 2:00 PM at UHLS
23 Automated Services Committee 9:00 AM at UHLS
25 CHRISTMAS DAY - UHLS CLOSED

JANUARY 2004

- 1 NEW YEARS DAY - UHLS CLOSED
2 Directors Association 9:00 AM at UHLS
9 Administration Committee 4:00 PM at UHLS
12 Services Committee 3:30 PM at UHLS
12 Finance Committee 4:00 PM at UHLS
12 Board of Trustees 4:30 PM at UHLS
27 Automated Services Committee 9:00 AM at UHLS



Toby - Australian Shepherd

Board of Trustees

PRESIDENT: Philip Erlich (Rensselaer)
VICE-PRESIDENT: Charles Diamond (Watervliet)
TREASURER: Lynne Strnad (Altamont)
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TRUSTEE EMERITI:

Harry Howansky
Katherine Wells
David Worden

MISSION STATEMENT: The Upper Hudson Library System (UHLS) coordinates programs and activities to assist and complement the resources and efforts of its twenty-nine member libraries to improve library and information services in the local communities of Albany and Rensselaer Counties.

VISION STATEMENT: Upper Hudson Library System (UHLS) and its twenty-nine members will operate as a consortium and be a part of a dynamic statewide and national network, operating in cooperation and collaboration with educational and cultural organizations, community human service agencies and the business community to provide library and information services to the people of the Capital Region of New York State.